

**MINUTES OF A REGULAR MEETING OF THE PLANNING COMMISSION OF THE TOWN OF CLARKDALE HELD ON TUESDAY, DECEMBER 18, 2018 IN THE MEN'S LOUNGE, CLARK MEMORIAL CLUBHOUSE, 19 N. NINTH STREET, CLARKDALE, AZ.**

A Regular Meeting of the Planning Commission of the Town of Clarkdale was held on Tuesday, December 18, 2018 at 4:00 p.m., in the Men's Lounge, Clark Memorial Clubhouse, 19 N. Ninth Street, Clarkdale, AZ.

**Planning Commission:**

Chair	Ida-Meri de Blanc	Present
Vice Chair	John Erickson	Present
Commissioners	Jorge Olguin	Present
	Craig Backus	Present

**Staff:**

Planning Manager	Beth Escobar
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1. **CALL TO ORDER:** Chair de Blanc called the meeting to order at 4:00 p.m.
2. **ROLL CALL:** Planning Manager Escobar called the roll.
3. **PUBLIC COMMENT:** The public is invited to provide comments at this time on items that are not on this agenda. Action taken as a result of public comment will be limited to directing Staff to study the matter, or scheduling the matter for further consideration and decision on a later agenda, as required by the Arizona Open Meeting Law. Each speaker is asked to limit comments to **FIVE MINUTES**.

There was no public comment.

4. **WELCOME & INTRODUCTION OF NEW COMMISSION MEMBER** – Ben Kramer. Due to a previous scheduling commitment, recently appointed Commission member Ben Kramer was unable to attend this meeting. His first meeting will be January 15.
5. **MINUTES:**
  - a. Consideration of the **Regular Meeting Minutes of November 20, 2018. Vice Chair Erickson moved to approve the Regular Meeting Minutes of November 20, 2018. Commissioner Backus seconded. The motion passed unanimously.**
  - b. Consideration of the **Special Meeting Minutes of December 11, 2018. Vice Chair Erickson moved to approve the Special Meeting Minutes of December 11, 2018. Commissioner Olguin seconded. The motion passed unanimously.**

**6. REPORTS:**

**Chairpersons and Members Report:**

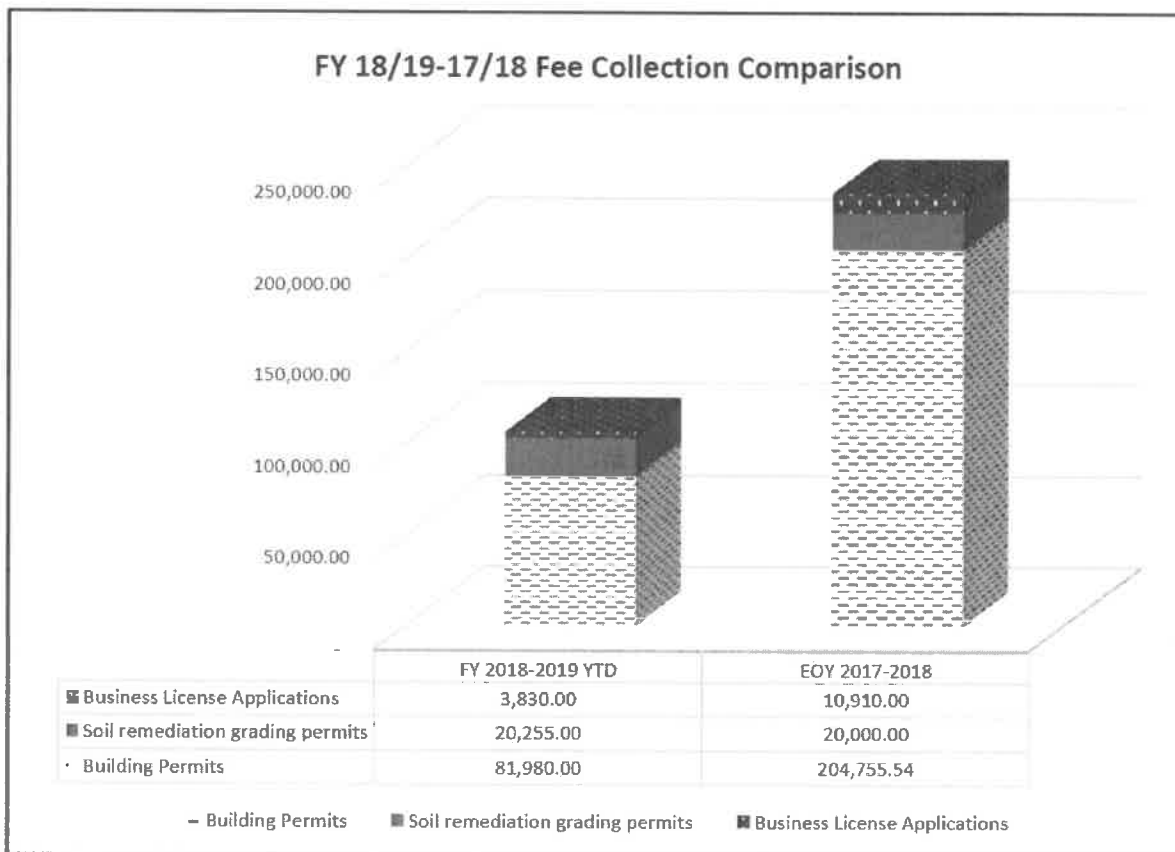
Chair de Blanc stated she thought the Joint Worksession with Town Council went very well. Everyone was civil, well-spoken and intelligent.

Vice Chair Erickson asked if there was any activity at the Clarkdale Metals site. Director Filardo reported that there was nothing going at this location of which the department was aware.

**Director's Report:**

**YTD Metrics as of November 2018 (41.6% of new fiscal year) –**

**Building Permit Fees Collected = 102% of annual goal of \$100,000.**  
**Business License Applications = 55% of annual goal of \$7,000.**



**Open Projects – Balances due reflect permits awaiting pickup in CDD**

\*\*\* PROJECT TYPE RECAP \*\*\*

PROJECT TYPE	# OF PROJECTS	BALANCE
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ACC - ACCESSORY STRUCTURE	14	0.00
BL - BOUNDARY LINE ADJUSTMENT	1	0.00
BP - BUILDING OTHER	8	0.00
BP - BUILDING REMODEL	14	277.20
BPR - BUILDING RESIDENTIAL	56	7,766.85
CU - CONDITIONAL USE	1	0.00
DECKS - DECKS	1	0.00
DM - DEMOLITION	1	0.00
DRB - DESIGN REVIEW BOARD	6	0.00
EG - EXCAVATING & GRADING	6	0.00
ELECTRICAL - SOLAR	48	550.00
EP - ELECTRICAL	3	180.00
GSM - GRADING - SOIL REMED.	230	2,422.00
MH - MANUFAC HOME	2	0.00
MLD - MINOR LAND DIVISION	1	0.00
PL - PLUMBING	4	0.00
RE-ROOF - RE-ROOF	5	0.00
SG - SIGN	2	0.00
SPR - SITE PLAN REVIEW	1	0.00
WF - WALL/FENCE	13	0.00
*** TOTALS ***	417	11,196.05

**Project updates.**

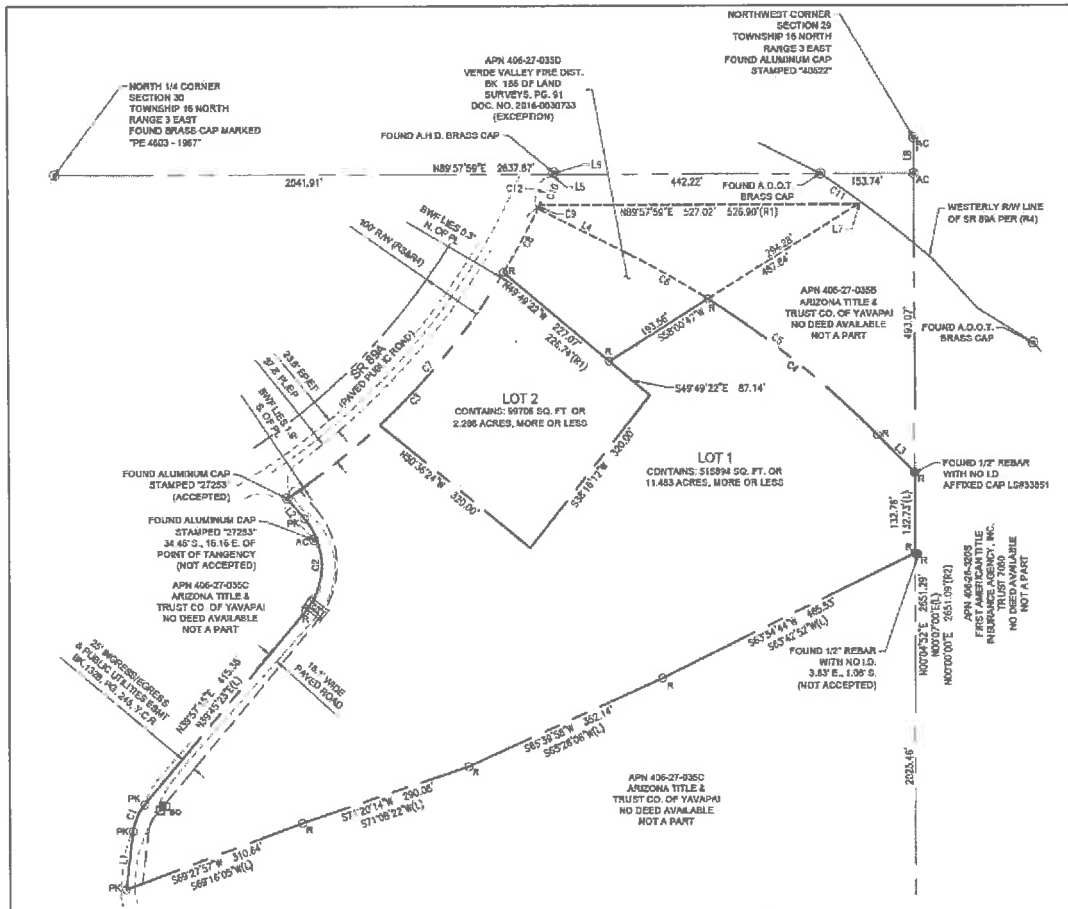
Crossroads at Mingus Park Completion Deadline. The first amendment to the re-statement of the development agreement for Crossroads was sent to the Town Attorney for review. There revisions have been received and forwarded to the developer for review. This item is tentatively scheduled for consideration by Council at the December 11<sup>th</sup> meeting. **Director Filardo updated the Commission that this amendment was approved by Council on December 11<sup>th</sup>.**

ASU Project Cities Application. A draft of the Project Cities application was submitted to ASU's Sustainable Cities Network on Tuesday and we received positive feedback. The application was submitted on November 21 for seven projects. According to the program schedule we should hear by the middle of December if any of our projects are selected. **Director Filardo updated the Commission that we had received notice that Clarkdale was not selected for a project this year, but we are a runner up. We will participating in a phone conference to discuss this further with ASU in January.**

Project interest in Clarkdale. New housing reports for 2015-2018 were shared with Capri Barney of Land Advisors. Ms. Barney is the real estate broker who first introduced Mandalay Homes to

the Mountain Gate Subdivision. She has clients looking for projects in the Verde Valley. According to these reports, the Town has issued 156 new home permits since July 2015.

APS Substation coming. A minor land division application was received and has been sent out for review. The proposal is to carve out a portion of a large parcel located along SR 89A on the way to Jerome in order to develop an APS sub-station. The substation application will be required to receive design and site plan approval.



Sustainability. On Wednesday, Mike and Beth met with Krishan Ginige, of Southwestern Environmental Consultants Inc. to discuss land forming and rainwater flow at Copper Penny Park, formerly referred to as Tract F Park at Crossroads. The design includes an integrated first-flush feature between the parking area and the grass. One result of the discussion was the addition of sub-grade, perforated piping to direct some of the flow to other areas of the park. Mr. Ginige said he is now using some of these water use techniques in other projects in the Verde Valley.

Feedback RE Clarkdale's 2012 General Plan. Mike Gray spoke with a New Jersey gentleman who is planning to build a home in Clarkdale within the next 12-18 months. Mr. Arico is currently the Vice Chair of the Zoning Board of Adjustment in Hamilton Township, NJ. Citing our 2012 General Plan, he expressed enthusiasm for Clarkdale's vision for development. He asked questions related to flood information in the Mescal Wash area of the Crossroads at Mingus subdivision. Mike

shared information available on the Yavapai County GIS website, and referred Mr. Arico to Yavapai County for further information.

9<sup>th</sup> Annual Clarkdale Car Show. Save the date!

*Cars, Trucks, Food, Drinks, Music & FUN*

**9<sup>th</sup> Annual  
CLARKDALE CAR SHOW  
& CHILI COOK-OFF**



**SAVE THE DATE!**

**SATURDAY, MARCH 9, 2019**

**9 AM—2 PM (no early exits)**

**HISTORIC DOWNTOWN CLARKDALE**  
MAIN STREET BETWEEN NINTH AND ELEVENTH STREETS

**CLARKDALECARSHOW.COM**



**VERDE VALLEY CHEFS**  
DOLLYING FOR YOUR VOICE

HOSTED BY THE CLARKDALE FOUNDATION & THE CLARKDALE DOWNTOWN BUSINESS ALLIANCE

**7. NEW BUSINESS:**

- a. PUBLIC HEARING: REGARDING AN ORDINANCE AMENDING CHAPTER NINE LANDSCAPE DESIGN STANDARDS OF THE TOWN OF CLARKDALE ZONING CODE REVISING THE APPROVED PLANT LIST, STRENGTHENING PRESERVATION OF EXISTING LANDSCAPING, ADDRESSING LANDSCAPING IN PUBLIC RIGHT-OF-WAY, ENCOURAGING SUSTAINABLE DESIGN, ADOPTING MINIMUM PLANT SIZES, CLARIFYING RESTRICTED PLANTING AREAS AND ADDITIONAL MINOR LANGUAGE CHANGES.**

Planning Manager Escobar summarized the staff report:

**Background:**

The Planning Commission began reviewing changes to the Landscape Ordinance in September of this year in order to add clarification to the code. In addition, the Commission had recommended the Approved Plant List be reviewed and updated.

**Summary of Changes:**

- Section 9-010: Added language under design standards including a definition of landscaping.
- Section 9-020: Added a reference to design review requirements in Chapter 11.
- Section 9-030: Added several requirements to strengthen sustainable landscaping concepts including an incentive to preserve existing landscaping on the site.
- Added language encouraging a mix of plant species.
- Section 9-040: Added a new section focusing on Sustainable Design.
- Section 9-060: Rewrote language to strengthen emphasis on best practices for irrigation systems.
- Section 9-070: Added a minimum size for trees.
- Section 9-070: Added requirement for landscaping in parking islands and a landscape buffer.

**Revisions to the Plant List**

The format of the existing ordinance has been changed to put the Approved Plant List at the end of the other sections.

After consulting with Jason Lavelle of Arizona Botanical Gardens, staff is recommending the following changes to the Approved Plant List.

Alligator Juniper was removed from the native trees list because of unavailability.

The following adaptive plants are recommended to be added to the list:

Adaptive Shrubs & Bushes

- Arizona Rosewood
- Autumn Sage
- Damianita
- Flame Honeysuckle
- Texas Sage
- Turpentine Bush

Adaptive Trees

- Little Leaf Ash
- Southern Live Oak

These species are low to moderate water users and have proven to be hardy in our area.

Chinese Elm trees were removed from the Adaptive Trees list due to their tendency to be disease prone.

Santolina Gray was removed as a duplicate.

The misspelling of Afghan Pine (Hghan) has been corrected.

Water use for Bird of Paradise was changed from moderate to low. For Flowering Plum the water use was changed from low to moderate.

Decorative Plants

A list of suggested decorative plants has been composed based on plantings used in Centennial Plaza. The landscape code does not currently include any suggestions for decorative plants. These accent plants do not count towards minimum planting requirements. Text has been added in Section 9-030.8 to promote use of plants from this list.

Typical decorative plants may include pansies, petunias, and other attractive flowering plants. By providing suggestions on low-water use plants that thrive in our area, the hope is to encourage designers to incorporate more drought tolerant species into their projects. The Planning Commission may want to consider making it a requirement to make selections from this list, either for all or a portion of the decorative plants used on a site.

Hyperlinks have been embedded into the plant list. Once posted on the website, these hyperlinks will allow anyone who is interested to find out more about the plants listed.

**Action Needed**

Staff is requesting that the Commission, after receiving public input, recommend the revised ordinance move forward to Town Council for consideration or provide specific direction to staff regarding changes or modifications.

**Chair de Blanc opened the Public Hearing. Having no public input, Chair de Blanc closed the Public Hearing.**

**b. DISCUSSION/POSSIBLE ACTION REGARDING AN ORDINANCE AMENDING CHAPTER NINE LANDSCAPE DESIGN STANDARDS OF THE TOWN OF CLARKDALE ZONING CODE REVISING THE APPROVED PLANT LIST, STRENGTHENING PRESERVATION OF EXISTING LANDSCAPING, ADDRESSING LANDSCAPING IN PUBLIC RIGHT-OF-WAY, ENCOURAGING SUSTAINABLE DESIGN, ADOPTING MINIMUM PLANT SIZES, CLARIFYING RESTRICTED PLANTING AREAS AND ADDITIONAL MINOR LANGUAGE CHANGES.**

Summary of Commission discussion:

- Chair de Blanc asked for clarification regarding the decorative plants. Planning Manager Escobar stated this referred to accent plants like pansies and marigolds which are currently not subject to regulations in the landscape ordinance. She stated she supported including the suggested this. Also, this ordinance is a good opportunity to inform and educate.
- Commissioner Backus stated developers think of the overall cost so we don't want to push people away. He likes the idea of having an allowance percentage, maybe 15-20 percent, for plants not on the recommended list to promote flexibility. Regarding the irrigation system, he would recommend deleting the shut off requirement. This is really a self-monitoring process. He also requested the language regarding replace dead plants be revised. Sometimes the landscape plan becomes overgrown at maturity, so if a plant dies it doesn't always need to be replaced. He suggested having a time period from the date of completion of the project when plants are required to be completed.
- Commissioner Olguin agreed regarding the recommended shut off date. He stated it is important to be practical and encourage developers.
- Director Filardo stated that the goal is to have all drought tolerant plants.
- Commissioner Olguin asked how the ordinance would address new plants?
- Commissioner Erickson agreed the code needs to be flexible.
- Chair de Blanc stated we need to prevent invasive plants.
- Commissioner Erickson suggested we need to find the best way to drive the plant choice.
- Commissioner Backus asked staff to revise the requirement for a 2 inch diameter at breast height. This would have to be a fairly tall tree to get this height. This can be a major expense.



Staff stated they will revise the draft ordinance based on the input from this meeting and bring it back for the Commission to review.

**No action was taken on this item.**

**8. FUTURE AGENDA ITEMS:**

- a. Town Clerk Mary Ellen Dunn will provide Board & Commission training at the January 15, 2019 meeting.

**9. ADJOURNMENT:**

**Vice Chair Erickson moved to adjourn the meeting. Commissioner Olguin seconded the motion. The meeting was adjourned at 4:50.**

**APPROVED BY:**



Ida de Blanc  
Chairperson

**SUBMITTED BY:**



Beth Escobar  
Planning Manager

